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# Department of the Interior
# Privacy Impact Assessment

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| **Name of Project:** | **Earthquake Hazards Program Earthquake Information** |
| **Bureau:** | **USGS-HAZ -GHSC** |
| **Project's Unique ID:** | **010-12-01-05-01-1201-00** |
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## A. CONTACT INFORMATION:

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## B. SYSTEM APPLICATION/GENERAL INFORMATION:

**1)** Does this system contain any information about individuals?

Yes, in most cases it is simply an email address, in others a name and email address, and only in a few, additional data such as address, phone number, and affiliation.

The social media application, Twitter Earthquake Dispatch (TED), contains the Twitter user ID and the location of the origination of the tweet. It also contains a hashed version of the Twitter user's ID that cannot be converted to a format that is identifiable to any specific Twitter user.

**a.** Is this information identifiable to the individual[1]?
(If there is NO information collected, maintained, or used that is identifiable to the individual in the system, the remainder of the Privacy Impact Assessment does not have to be completed).

Yes, in some cases. For TED, no.

**a.** Is the information about individual members of the public?
(If YES, a PIA must be submitted with the OMB Exhibit 300, and with the IT Security C&A documentation).

[1] "Identifiable Form" - According to the OMB Memo M-03-22, this means information in an IT system or online collection: (i) that directly identifies an individual (e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc.) or (ii) by which an agency intends to identify specific individuals in conjunction with other data elements, i.e., indirect identification. (These data elements may include a combination of gender, race, birth date, geographic indicator, and other descriptors).

Yes

c. Is the information about employees? (If yes and there is no information about members of the public, the PIA is required for the DOI IT Security C&A process, but is not required to be submitted with the OMB Exhibit 300 documentation).

There is no system of personnel records, however, there are some files that contain contact information for staff in the event of a system problem or a significant earthquake.

**1)** What is the purpose of the system/application?

The Earthquake Hazards Program provides rapid, authoritative information on earthquakes and their impact to emergency responders, governments, facilities managers and researchers across the country. This supports our NEHRP mission to "Improve understanding, prediction, and monitoring of natural hazards to inform decisions by civil authorities and the public to plan for, manage, and mitigate the effects of hazards events on people and property."

The EHP website "Contact Us" form allows Internet users to contact the Web Team regarding earthquake questions, website problems, or other feedback.

Email list servers allow interested Internet users to subscribe to an email announcement service.

Earthquake information services (such as ENS) provide earthquake information in the form of an email right after an earthquake occurs.

Did You Feel It? collects information about an Internet user's location and their experience of an earthquake, and creates a map of the shaking distribution caused by the earthquake.

Volunteers for seismic instruments allow individuals to volunteer their property for installation of a USGS seismic instrument. USGS staff determine whether or not to install the instruments based on location/scientific needs and instrument availability. There are forms collecting mailing address information from individuals who want to request information be mailed to them.

**2)** What legal authority authorizes the purchase or development of this system/application?

This system was developed under the National Earthquake Hazards Reduction Program (NEHRP), which was first authorized in 1977, Public Law (PL) 95–124), and most recently reauthorized in 2004 (NEHRP Reauthorization Act of 2004, PL 108–360, see http://www.nehrp.gov/pdf/PL108-360.pdf)

## C. DATA in the SYSTEM:

**1)** What categories of individuals are covered in the system?
The general public who have an interest in earthquake information, scientists in academia or private industry, utility operators, or disaster response staff may be on email lists or enter information into the system.

**2)** What are the sources of the information in the system?

**a.** Is the source of the information from the individual or is it taken from another source? If not directly from the individual, then what other source?

The information is taken directly from the individual.

**b.** What Federal agencies are providing data for use in the system?

None

**c.** What Tribal, State and local agencies are providing data for use in the system?

None

**d.** From what other third party sources will data be collected?

None

**e.** What information will be collected from the employee and the public?

Several webpages on the website contain forms from which we obtain user information - - -

Earthquake Questions & Web Feedback/Contact Us webpage:
name, email

Research Email List webpages:
name, email, affiliation

Earthquake Information forms (DYFI?, ENS):
name, email, affiliation, phone number, login id, login password, username, address

Volunteer monitoring forms:
name, email, physical address, contact information

Request for information forms:
name, email, affiliation

Workshop registration forms
name, email, affiliation, area(s) of expertise

**3)** Accuracy, Timeliness, and Reliability

**a.** How will data collected from sources other than DOI records be verified for accuracy?

There is no verification process for the information entered into the Web forms by the users, however, if an email bounces multiple times to an email address that was entered, we remove that record.

**b.** How will data be checked for completeness?

If not enough information is entered to either respond to a question, or to deliver a requested product, the request is not accepted.

**c.** Is the data current? What steps or procedures are taken to ensure the data is current and not out-of-date? Name the document (e.g., data models).

We rely on the users to update their information for the few items that are stored in a database.

**d.** Are the data elements described in detail and documented? If yes, what is the name of the document?

No, the data elements are self-explanatory.

## D. ATTRIBUTES OF THE DATA:

**1)** Is the use of the data both relevant and necessary to the purpose for which the system is being designed?

Yes.

**2)** Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected, and how will this be maintained and filed?

No new data is derived or created.

**3)** Will the new data be placed in the individual's record?

No new data; not applicable.

**4)** Can the system make determinations about employees/public that would not be possible without the new data?

No new data; not applicable.

**5)** How will the new data be verified for relevance and accuracy?

No new data; not applicable.

**6)** If the data is being consolidated, what controls are in place to protect the data from unauthorized access or use?

No new data; not applicable.

**7)** If processes are being consolidated, are the proper controls remaining in place to protect the data and prevent unauthorized access? Explain.

No new data; not applicable.

**8)** How will the data be retrieved? Does a personal identifier retrieve the data? If yes, explain and list the identifiers that will be used to retrieve information on the individual.

Data is retrieved by the email address**.**

**9)** What kinds of reports can be produced on individuals? What will be the use of these reports? Who will have access to them?

An email list of product users or subscriber could be produced, but no process is in place to produce any such reports.

**10)** What opportunities do individuals have to decline to provide information (i.e., where providing information is voluntary) or to consent to particular uses of the information (other than required or authorized uses), and how individuals can grant consent.)

All information is voluntary, and P3P files are in place to alert Internet users to any personal information that they may be asked to contribute.

## E. MAINTENANCE AND ADMINISTRATIVE CONTROLS:

**1)** If the system is operated in more than one site, how will consistent use of the system and data be maintained in all sites?

Replication and synchronization of the databases automatically occur on a regular basis between all sites where they exist.

**2)** What are the retention periods of data in this system?

Information request emails are deleted when they are three months old, as required by the General Records Disposition Schedule 502-01b

Email distribution lists are retained until the user deletes it, or when it is no longer needed, as required by the General Records Disposition Schedule 502-09.

All data is kept indefinitely from the Did You Feel It? questionnaire since this is raw scientific data.

**3)** What are the procedures for disposition of the data at the end of the retention period? How long will the reports produced be kept? Where are the procedures documented?

All data is electronic and is deleted from the database in which it resides at the end of the retention period. Reports are not being produced.

**4)** Is the system using technologies in ways that the DOI has not previously employed (e.g., monitoring software, Smart Cards, Caller-ID)?

We use monitoring software to monitor state of health on the systems.

**5)** How does the use of this technology affect public/employee privacy?

Public/employee privacy is not impacted by the use of the technology. The technology is only used to ensure that systems remain up and available for mission-critical response.

**6)** Will this system provide the capability to identify, locate, and monitor individuals? If yes, explain.

No.

**7)** What kinds of information are collected as a function of the monitoring of individuals?

Privacy information is not monitored, only the systems collecting the data are monitored.

**8)** What controls will be used to prevent unauthorized monitoring?

Systems are behind firewalls, and have restricted privledges.

**9)** Under which Privacy Act systems of records notice does the system operate? Provide number and name.

USGS – 2, Earthquake Hazards Program Earthquake Information.

**10)** If the system is being modified, will the Privacy Act system of records notice require amendment or revision? Explain.

We do not envision any future modifications to the system that would require an amendment or revision to the system of records notice.

## F. ACCESS TO DATA:

**1)** Who will have access to the data in the system? (E.g., contractors, users, managers, system administrators, developers, tribes, other)

Access to the databases is limited to Web administrators and administrators of the individual systems for which the form applies. For the earthquake questions, the staff member who gets the question will have the email address until they respond to the question and delete the email. In some cases, contractors for web development may have temporary access.

**2)** How is access to the data by a user determined? Are criteria, procedures, controls, and responsibilities regarding access documented?

In those systems where the data is stored in a database, a user may retrieve his/her own data associated with their email address with the appropriate username and password. Access to the data for Web Administrators is determined by a series of controls. A userid is established which governs the rights to issue commands on the EHP webservers. This userid must then be included in the group of EHP data users for access to the applications. Access is also restricted by file permissions. Direct access to the EHP database is governed by a database group membership. Controls on userid and password security are documented in the USGS Computer and Network Security Handbook.

**3)** Will users have access to all data on the system or will the user's access be restricted? Explain.

A user has access to their data only; Web Administrator access to the database is limited by the controls stated above.

**4)** What controls are in place to prevent the misuse (e.g., unauthorized browsing) of data by those having access? (Please list processes and training materials)

Security measures and controls consist of: passwords, user identification, IP addresses, database permission, and software controls. All employees including contractors must meet the requirements for protecting Privacy Act protected information.

**5)** Are contractors involved with the design and development of the system and will they be involved with the maintenance of the system? If yes, were Privacy Act contract clauses inserted in their contracts and other regulatory measures addressed?

In some cases, contractors are involved in the development and maintenance of the system. There is a Privacy Act clause included in their contracts.

**6)** Do other systems share data or have access to the data in the system? If yes, explain.

No

**7)** Who will be responsible for protecting the privacy rights of the public and employees affected by the interface?

The site administrators and database administrators have the responsibility for protecting the privacy rights.

**8)** Will other agencies share data or have access to the data in this system (Federal, State, Local, Other (e.g., Tribal))?

No

**9)** How will the data be used by the other agency?

No other agencies will share the data or have access to it; not applicable.

**10)** Who is responsible for assuring proper use of the data?

No other agencies will share the data or have access to it; not applicable.